

APPENDIX G

CONDUCTING A HOUSING CONDITIONS SURVEY

A housing conditions survey may be used to show the jurisdiction's need for rehabilitation assistance in place of the community-wide data contained in the jurisdiction's Housing Element. The survey can be of a target area or jurisdiction-wide. Similarly to income surveys, the following principles must be followed by all surveyors:

CONDUCTING THE SURVEY

The survey should be in the form of an exterior inspection of the housing structure, as well as the site and frontage improvements. A Sample Housing Conditions Survey Form and instructions on how to rate the improvements are available in Chapter 16 of the CDBG Grant Management Manual (starting on page 16-26) at the following link: [CDBG Grant Management Manual Chapter 16](#). A copy of just the Sample Housing Conditions Survey Form itself is also through the Housing Policy Development Division at: [HPD Sample Housing Conditions Survey](#)

RANDOM SAMPLING

The guiding rule for using a representative sample of the total housing stock is the avoidance of sampling bias. That is, sampling should not systematically exclude certain types of units or certain neighborhoods or sections of the jurisdiction/survey area.

As a general rule, each housing unit within the survey area should have an equal chance of being surveyed. There are several useful programs that can provide randomly drawn numbers, such as www.randomizer.org or www.random.org.

ADEQUATE SAMPLE SIZE

The required sampling size is determined by the size of the universe or the service area. The following table should be used to determine how many units a surveyor needs to survey for an acceptable sample size:

Required Sample Sizes Table

<u>Number of Housing Units in the Universe</u>	<u>Minimum # of Surveyed Units</u>
1 - 50	All
51 - 55	50
56 - 63	55
64 - 70	60
71 - 77	65
78 - 87	70
88 - 99	80

100 - 115	90
116 - 138	100
139 - 153	110
154 - 180	125
181 - 238	150
239 - 308	175
309 - 398	200
399 - 650	250
651 - 1,200	300
1,201 - 2,700	350
2,701 or more	400